

**Intergovernmental Agreement for Governance of the
JOINT COMMISSION ON SHARED SERVICES INITIATIVES
By and Among the
City Of Eau Claire-Eau Claire County-Eau Claire Area School District**

ARTICLE I. Purpose

- A. The Joint Commission on Shared Services Initiatives shall serve as an ongoing advisory body to the County Board, City Council and School Board.
- B. The purpose of the Commission is to provide visionary leadership in delivery of collaborative public services. This will be accomplished by identifying opportunities and challenges, engaging the multiple constituencies, and developing strategies to support collaboration in areas of common interest among the governing bodies.

ARTICLE II. Definitions

In this agreement--

- A. "Commission" means the Joint Commission on Shared Services Initiatives.
- B. "Designee" means a member of a governing body appointed by the presiding officer thereof for a specified term.
- C. "Governing body" means the Eau Claire City Council, the Eau Claire County Board of Supervisors or the Eau Claire Area School District Board of School Commissioners.
- D. "Governments" means the City of Eau Claire, Eau Claire County, and the Eau Claire Area School District.

ARTICLE III. Commission Membership

- A. The Commission shall consist of nine (9) members consisting of three (3) members from the governing body of each government, one of whom shall be the respective presiding officer or designee of each governing body.
- B. Except for the presiding officers in (A) –
 - 1) Commission members shall be appointed, removed or reappointed at the pleasure of the governing bodies in accordance with the rules thereof.
 - 2) Vacancies shall be filled by the appointing governing body for the remainder of the unexpired term.
- C. No alternate representatives shall be permitted on the Commission, except as provided in (A).

ARTICLE IV. Officers and Committees

- A. Annually in May following appointment of members, the Commission shall select from its membership a chairperson and a vice-chairperson to serve for a term of one year or until a successor is elected. Election shall require the affirmative vote of a majority of the members appointed under Article III (A). The chairperson and vice-chairperson shall not be from the same governing body.

- B. The chairperson shall preside over all meetings of the Commission, approve all meeting agendas, appoint any subcommittees created by the Commission, and carry out all responsibilities of and directives by the Commission. The chairperson shall appoint a Commission clerk, as provided upon staff recommendation.
- C. The vice-chairperson shall perform the duties of the chairperson in the absence or disability of the chairperson.
- D. The Commission may from time to time establish committees, designating their duties and membership. All committees shall report and be accountable to the Commission.

ARTICLE V. Commission Duties

- A. Monitor progress and ensure accountability for the shared services initiatives.
- B. Provide political will/support for shared services initiatives.
- C. Provide reports to respective elected bodies.
- D. Recommend shared services initiatives for consideration.
- E. Assess potential for future shared services initiatives.
- F. Evaluate overall effectiveness of shared services initiatives.
- G. Refine and approve evaluation criteria for project feasibility and implementation.
- H. Review joint organizational strategies and policies for implementing shared services initiatives.
- I. Address key political and legal obstacles to implementing initiatives.
- J. Provide an opportunity for public discussion of shared service issues and initiatives.
- K. Follow the guidelines of the Service Optimization and Process Review Report of August 2011.
- L. Request joint recommendations from staff in Article VIII (A) regarding the feasibility of implementation of potential shared services initiatives.

ARTICLE VI. Criteria for Shared Services Project Initiatives

The following criteria shall be used in selecting initiatives for the Commission to review:

- A. The likely impact of the initiative on building more effective future work relationships between the City, County and/or School District.
- B. The likelihood that the initiative could be successfully implemented.
- C. The potential of the proposed initiative having a significant positive impact on expanding shared service partnerships in other service areas.
- D. The extent to which the primary focus of the proposed initiative has on direct City/County/School District organizational relationships.
- E. The extent to which the proposed initiative would need a significant degree of visible political support from elected officials in order to be successful.
- F. The extent to which the key staff involved in a proposed initiative would also be significantly involved in other shared service initiatives.
- G. The potential for the proposed initiative to have a significant impact on the effectiveness, quality, and costs of service delivery.

ARTICLE VII. Procedural Rules

- A. *Roberts Rules of Order, Newly Revised*, shall govern the meetings of the Commission, unless otherwise provided herein.
- B. A quorum shall consist of a majority of the duly appointed members of the Commission as provided under Article III (A).
- C. All actions of the Commission shall be upon motion duly adopted by a majority of the members appointed under Article III (A).
- D. Regular meetings shall be held at the date and time set by the Commission. Special meetings may be held at the call of the chairperson. The chairperson shall cancel any meeting if a quorum cannot be present.

ARTICLE VIII. Administration

- A. The County Administrator, City Manager and Superintendent of Schools shall serve as staff to the Commission. They shall jointly:
 - 1) Exercise administrative discretion in how to best present recommendations on feasibility and implementation of shared services initiatives.
 - 2) Coordinate and direct allocation of staff services.
- B. The County Administrator and City Manager shall provide all clerical and public record services for the Commission.
- C. Commission meetings shall alternate between the City Hall and the County Courthouse, unless otherwise directed by the Commission.
- D. This agreement shall become effective on the first day of the month following ratification by all of the governing bodies of the governments party hereto as evidenced by the signatures of the respective duly authorized officers thereof.

CITY OF EAU CLAIRE

By: Kerry Kincaid
Kerry Kincaid, President
Eau Claire City Council

Date: April 10, 2012

COUNTY OF EAU CLAIRE

By: Gregg Moore
Gregg Moore, Chair
Eau Claire County Board of Supervisors

Date: April 12, 2012

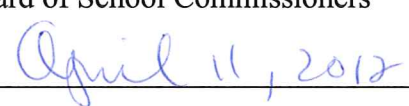
EAU CLAIRE AREA SCHOOL DISTRICT

By:



Carol Craig, President
Board of School Commissioners

Date:



Adopted: July 9, 2009

Amended: May 1, 2012